



City of Seattle
Edward B. Murray
Mayor

CONFIDENTIAL INQUIRY – EMPLOYER REFERENCE

The person listed below is an applicant for Firefighter with the Seattle Fire Department. It is understood that you employ(ed) the applicant and have knowledge of this applicant's character and qualifications. The Seattle Fire Department relies upon employer references to assist in selecting personnel who meet our high standards.

All information provided will be held in the strictest confidence. We thank you in advance for your candid response to this request. A signed release form will be provided upon request.

If you have any questions, please call (206) 386-1472.

Please return reference by April 30, 2016 via US mail: **Seattle Fire Department, 301 2nd Ave S; Seattle, WA 98104**, or fax: **(206) 386-1412**, or email: **sfd.recruitment@seattle.gov**.

Applicant Name _____ Company _____

Position with company _____

Dates of employment _____

Primary duties _____

Why did he/she leave your employ? _____

Were you satisfied with his/her work? ☐ YES ☐ NO If no, please comment below.

Did he/she work well with others? ☐ YES ☐ NO If no, please comment below.

Was he/she honest and reliable? ☐ YES ☐ NO If no, please comment below.

Would you rehire this individual? ☐ YES ☐ NO If no, please comment below.

Additional Comments:

Signature _____ Date _____

Printed Name & Title _____

Harold D. Scoggins, Fire Chief
301 Second Avenue South
Seattle, WA 98104-2608

Tel (206) 386-1400
Fax (206) 386-1412
www.seattle.gov/fire

Seattle Fire Department
An equal employment opportunity, affirmative action employer.
Accommodations for people with disabilities provided upon request.